

From: Noriega, Mona
Sent: Friday, September 14, 2012 4:05 PM
To: Berlin, Steve
Subject: FW: Grant Agreement - Barcelona Program

Steve,

Per the ethics ordinance I am required to report to the Board of Ethics within 5 business days any money received for participating in the course of public employment. Rather than report afterwards, I would like to be report in advance, giving you an opportunity to tell me if for any reason the attached contract for payment is not acceptable.

I have been invited to Barcelona to talk about the Commission's work. I have already purchased my ticket and the attached is a contract for reimbursement for the airfare as well as advance payment for a hotel, food and an honorarium for 3 days. The 3 days consist of addressing a different audience, one per day, Oct 1, 2 and 3.

Thank you for your assistance,
Mona

1. PURPOSE

PA Barcelona is organizing a one day seminar on "Preventing Discrimination and Xenophobia: The U.S. Experience" which will address policies and prevention initiatives to confront the risk of social exclusion in urban spaces, immigration, and xenophobia towards ethnic and religious minorities, and promote U.S. best practices at a local level in preventing discrimination of minority communities, using the experience of the Chicago Commission on Human Relations. Its Commissioner, Mona Noriega, has accepted to participate together with other local and foreign experts (academics, public officials, NGO leaders) to create a true forum of exchange of ideas and experiences, among them, Miguel Angel Aguilar, Prosecutor for Discrimination and Hate Crimes who has also confirmed. This event is organized by PA with the Research Center for Risk Government (GRISC). In addition to participating in this event, post will organize meetings and visits to municipalities with high immigration rates which are having serious social problems and organize meetings with NGOs and law enforcement working in the field.

FY 2011 IVLP participant Jordi Moreras, researcher at GRISC and mediator and consultant on immigration and religious issues, who participated in the EURP-America's Multi-Ethnic Society and the Role of the Successor Generation, will be working with us in this project.

The social landscape of Catalonia has dramatically changed in the last years. Approximately 16% of the population of Catalonia is formed by immigrants arrived in the last 15 years, coming from different parts of the world, mostly from North Africa, Pakistan, and South American countries, and bringing with them their cultural heritage and different religious traditions. This has created new challenges for the public administrations and associations and NGO's working towards promoting social co-existence and cohesion as well as working towards preventing radicalization within certain communities.

This program can give good tools and examples of effective policies towards preventing discrimination. It can also be a good platform to initiate collaborative work and research between the U.S. and the region of Catalonia in social policies that promote co-existence and social cohesion. Working with public and non-governmental community leaders which deal with the social concerns and problems of vulnerable target social groups, is an opportunity to empower credible local voices that can prevent conflict and radicalization. One of post's priorities is to engage with minority groups and particularly with the Muslim communities with the objective of creating a better understanding of American society and culture, and its political and foreign policy priorities.

Audience will be officials of city councils of the region where important immigrant minorities live, academics and researchers, key officials and mediators from NGO's working with minority groups, and immigrant and religious associations, among these those linked to the Muslim communities.

This seminar clearly supports our commitment to promote US best practices in preventing discrimination of minority communities and thus preventing social conflict. It is also part of our broader strategy of reaching out to the social, academic and institutional actors who are working in developing projects and research related to these important fields for post.

Period of Agreement: September 30 – October 4, 2012. MSRP # 1. Sustained and broader Spanish commitment to the global agenda.

2. BUDGET

a. The funds awarded shall be used prudently and only for expenses incurred by the Recipient in carrying out the program described in paragraph 1 above. Recipient will receive payment, by EFT. These funds **CANNOT** be used to pay for alcoholic beverages or entertainment. Any questions concerning the propriety of any particular expenditure from these grant funds should be referred to the grants officer Elizabeth K. Martin-Shukrun, Assistant Cultural Affairs Officer, or the grants officer representative Amy Bliss, Cultural Affairs Officer.

b. The Recipient is required to refund to the U.S. Government any unexpended funds related to a reduction in scope of the grant activity or purpose after the completion of the program.

| | |
|--|-------------------|
| International air ticket: Chicago-Barcelona-Chicago (via Delta). | \$1,025.00 |
| Lodging 3 nights. | \$626.00 |
| M&IE in Barcelona. | \$396.00 |
| Five honorariums. | \$1,000.00 |
| TOTAL | \$3,047.00 |

3. REPORTS/VERIFICATION OF PROJECT COMPLETION

The Recipient will provide a narrative report of the program to the Grants Officer within 30 days of the completion of the program.

4. GOR

Grants Officer Representative Contact Information: The Grants Officer Representative (GOR) for this Grant will be Amy Bliss. The GOR is responsible for the programmatic, technical, and/or scientific aspects of this award. Any correspondence related to programmatic issues should be directed to the following address: Amy Bliss, Cultural Affairs Officer, Madrid, SPAIN, Phone: 34 (91) 587 2501, Email: BlissA@state.gov

5. EXTENT OF U.S. GOVERNMENT INVOLVEMENT

The GO will exercise normal federal stewardship responsibility during performance to include, but not limited to: site visits, review and response to performance, financial reports, and audit to ensure that the objectives of this award are accomplished.

6. TERMINATION BY MUTUAL AGREEMENT

The GO or the Recipient may wish to terminate its performance of this project in whole or in part. If both parties agree that continuation of the project would not produce results commensurate with further expenditure of funds or for any other reason, the grant agreement may be terminated by mutual consent. This must be done in writing. The GO shall allow full credit to the Recipient of the amount incurred prior to termination that cannot be cancelled properly by the Recipient.

7. SUSPENSION OR TERMINATION FOR CAUSE

(a) When the recipient has materially failed to comply with the terms and program objectives of this grant, the GO may:

1. Suspend the Agreement in whole or in part; or
2. Terminate the Agreement in whole or in part for cause.

(b) The GO may issue notification letter to the Recipient of its intent to suspend or terminate this Agreement. The Recipient has 10 calendar days to respond in writing describing the action taken or the plan designed to correct the deficiency. If satisfactory action is not taken or there is no response, the GO may suspend or terminate the agreement effective as determined by the GO. Payments to the Recipient or recoveries made by the U.S. Embassy shall be in accordance with the legal rights and remedies of the parties.

8. PROGRAM PROPERTY

The GO reserves the right to require transfer property acquired with assistance funds and used during the program to the Recipient.

9. OFFICIALS NOT TO BENEFIT

No member of the U.S. Embassy shall benefit from any share or part of this award or any benefit that may arise there from.

REQUEST FOR ADVANCE OR REIMBURSEMENT

(See instructions on back)

OMB APPROVAL NO. **0348-0004** PAGE **1** OF **1** PAGES

1. TYPE OF PAYMENT REQUESTED

a. "X" one or both boxes
 ADVANCE **REIMBURSEMENT**

b. "X" the applicable box
 FINAL **PARTIAL**

2. BASIS OF REQUEST
 CASH
 ACCRUAL

3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED

Public Affairs

4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY

SSP50012GR044

5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST

6. EMPLOYER IDENTIFICATION NUMBER

7. RECIPIENT'S ACCOUNT NUMBER OR IDENTIFYING NUMBER

354501373

8. PERIOD COVERED BY THIS REQUEST

FROM (month, day, year) **09-30-2012**

TO (month, day, year) **10-04-2012**

9. RECIPIENT ORGANIZATION

Name: **Mona Noriega**

Number and Street: **740 N. Sedgwick St. Suite 400**

City, State and ZIP Code: **Chicago, IL 60654-3407**

10. PAYEE (Where check is to be sent if different than item 9)

Name:

Number and Street:

City, State and ZIP Code:

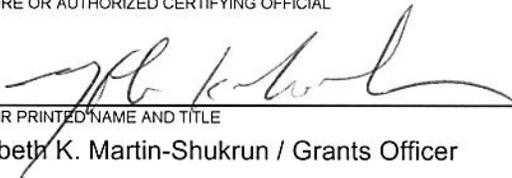
11. COMPUTATION OF AMOUNT OF REIMBURSEMENTS/ADVANCES REQUESTED

| PROGRAMS/FUNCTIONS/ACTIVITIES | (a) | (b) | (c) | TOTAL |
|---|-------------|------|------|-------------|
| a. Total program outlays to date <small>(As of date)</small> | \$ 3,047.00 | \$ | \$ | \$ 3,047.00 |
| b. Less: Cumulative program income | | | | 0.00 |
| c. Net program outlays (Line a minus line b) | 3,047.00 | 0.00 | 0.00 | 3,047.00 |
| d. Estimated net cash outlays for advance period | | | | 0.00 |
| e. Total (Sum of lines c & d) | 3,047.00 | 0.00 | 0.00 | 3,047.00 |
| f. Non-Federal share of amount on line e | | | | 0.00 |
| g. Federal share of amount on line e | | | | 0.00 |
| h. Federal payments previously requested | | | | 0.00 |
| i. Federal share now requested (Line g minus line h) | 0.00 | 0.00 | 0.00 | 0.00 |
| j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances | 1st month | | | 0.00 |
| | 2nd month | | | 0.00 |
| | 3rd month | | | 0.00 |

12. ALTERNATE COMPUTATION FOR ADVANCES ONLY

| | |
|--|---------|
| a. Estimated Federal cash outlays that will be made during period covered by the advance | \$ |
| b. Less: Estimated balance of Federal cash on hand as of beginning of advance period | |
| c. Amount requested (Line a minus line b) | \$ 0.00 |

CERTIFICATION

| | | |
|--|--|---|
| I certify that to the best of my knowledge and belief the data on the reverse are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested. | SIGNATURE OR AUTHORIZED CERTIFYING OFFICIAL  | DATE REQUEST SUBMITTED September 7, 2012 |
| | TYPED OR PRINTED NAME AND TITLE Elizabeth K. Martin-Shukrun / Grants Officer | TELEPHONE (AREA CODE, NUMBER, EXTENSION) |

This space for agency use

Mona Noriega / Commission on Human Relations

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0004), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

INSTRUCTIONS

Please type or print legibly. Items 1, 3, 5, 9, 10, 11e, 11f, 11g, 11i, 12 and 13 are self-explanatory; specific instructions for other items are as follows:

| <u>Item</u> | <u>Entry</u> |
|-------------|--------------|
|-------------|--------------|

- 2 Indicate whether request is prepared on cash or accrued expenditure basis. All requests for advances shall be prepared on a cash basis.
- 4 Enter the Federal grant number, or other identifying number assigned by the Federal sponsoring agency. If the advance or reimbursement is for more than one grant or other agreement, insert N/A; then, show the aggregate amounts. On a separate sheet, list each grant or agreement number and the Federal share of outlays made against the grant or agreement.
- 6 Enter the employer identification number assigned by the U.S. Internal Revenue Service, or the FICE (institution) code if requested by the Federal agency.
- 7 This space is reserved for an account number or other identifying number that may be assigned by the recipient.
- 8 Enter the month, day, and year for the beginning and ending of the period covered in this request. If the request is for an advance or for both an advance and reimbursement, show the period that the advance will cover. If the request is for reimbursement, show the period for which the reimbursement is requested.

Note: The Federal sponsoring agencies have the option of requiring recipients to complete items 11 or 12, but not both. Item 12 should be used when only a minimum amount of information is needed to make an advance and outlay information contained in item 11 can be obtained in a timely manner from other reports.

- 11 The purpose of the vertical columns (a), (b), and (c) is to provide space for separate cost breakdowns when a project has been planned and budgeted by program, function, or

| <u>Item</u> | <u>Entry</u> |
|-------------|--------------|
|-------------|--------------|

- activity. If additional columns are needed, use as many additional forms as needed and indicate page number in space provided in upper right; however, the summary totals of all programs, functions, or activities should be shown in the "total" column on the first page.
- 11a Enter in "as of date," the month, day, and year of the ending of the accounting period to which this amount applies. Enter program outlays to date (net of refunds, rebates, and discounts), in the appropriate columns. For requests prepared on a cash basis, outlays are the sum of actual cash disbursements for goods and services, the amount of indirect expenses charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subcontractors and subrecipients. For requests prepared on an accrued expenditure basis, outlays are the sum of the actual cash disbursements, the amount of indirect expenses incurred, and the net increase (or decrease) in the amounts owed by the recipient for goods and other property received and for services performed by employees, contracts, subgrantees and other payees.
- 11b Enter the cumulative cash income received to date, if requests are prepared on a cash basis. For requests prepared on an accrued expenditure basis, enter the cumulative income earned to date. Under either basis, enter only the amount applicable to program income that was required to be used for the project or program by the terms of the grant or other agreement.
- 11d Only when making requests for advance payments, enter the total estimated amount of cash outlays that will be made during the period covered by the advance.
- 13 Complete the certification before submitting this request.